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U.S. CIVIL SERVICE COMMISSION
FEDERAL EXECUTIVE INSTITUTE

ROUTE 29 NORTH
CHARLOTTESVILLE, VIRGINIA 22903

NOV 17 1972

Mr. Hugh T. Cunningham
Director of Training
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. Cunningham:

As you know, we have traditionally scheduled a "Follow-On" Conference for graduates of the eight-week Federal Executive Institute Residential Program approximately six months following the completion of the program. This summer we began the policy of holding a Special Follow-On Conference for graduates of the earliest classes, and the favorable and enthusiastic response of the alumni of Sessions 1, 2, 3 and 4 has prompted us to schedule a second Special Follow-On Conference. This Conference will be limited to graduates of FEI Sessions 5, 6, 7, 8, and will be conducted at the Federal Executive Institute in Charlottesville from Sunday, April 29, and through Tuesday, May 1, 1973.

The program design will cover the normal FEI mission elements: management and managing with people; government systems; and the environment. We will be using the present faculty for this up-dating, and we will program in, as well, as outside speakers on topics of current public interest. Most importantly, perhaps, we will try to assist the alumni in taking a hard look at their FEI experience, and its subsequent impact on their performance in their organizations from a three-year perspective. (We expect these data to be of particular interest in designing training and development for the executive manpower guidelines, for example.)

There will be a charge of \$100 for this activity, which covers all costs including room, board and tuition.

In addition to this contact with you, we will be communicating directly with the graduates of the four sessions. While we have found that some graduates make different arrangements, the general practice has been to issue the Optional Form 37 (Nomination-Registration for Training) for participation in this activity.

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I certainly hope it will be possible for the representatives of your agency to participate. The names of persons from your department or agency who attended Sessions 5, 6, 7 and/or 8, as applicable, are listed below:

STATINTL



Sincerely yours,

(Mrs) Nancy W. Dalton

(MRS.) NANCY W. DALTON
Registrar